



8-95-1 Construction Forms, Spreadsheets and Templates

April 20, 2017

1.1 Originator

Project Development Section

1.2 Introduction

This section contains links to the reference files found throughout SWIG Chapter 8, to provide users with a single location for all of these files. Users are reminded to follow the guidance found throughout Chapter 8 when using these documents. For each linked document, a description (if needed) and a link to the location of the associated guidance in the SWIG is also provided.

1.3 Process

[ACcomps.xlsx](#) – Spreadsheet for calculating AC material in HMA mix – [8-45-5.4](#)

[Acronyms for Construction](#) – [8-1-20.3](#)

[As-BuiltBrdgPaint.pdf](#) – Form for reporting As-built bridge paint information – [8-45-5.4](#)

[Cold Weather Paving Flowchart](#) – Figure 1.1 – [8-35-1.3](#)

Cold Weather Paving Letter (no form, email CS) – [8-35-1.3](#)

Conditional Start Notice (no form, email CS) – [8-1-25.3](#)

[Construction Administration Guide for SW Region](#) – [8-1-1.3.3](#)

Contract Modification Reason Codes – Table 1.1 – [8-10-1.3](#)

Contract Modification Signature Authority Levels – [8-10-1.3](#)

[CylinderSummarySheet.xlsx](#) – Spreadsheet for recording concrete cylinders – [8-45-5.4](#)

[Design Documents for Construction](#) – SWIG 7-40 Att.2 - Design Documents for Construction Folder – [8-1-1.3.2](#)

[ECIP Review Checklist](#) – Erosion Control Implementation Plan Review Checklist – [8-15-1.3](#)

[Emergency Project Contacts form](#) – [8-1-5.3](#)

[Emergency Response on Projects](#) – Guidance for Emergency Response – [8-1-1.3.3](#)

[Erosion Control Release Report Form](#) – [8-15-5.3](#)

[Flowcharts for SW Region - 11 x 17](#) – SWR 11 x 17 Construction Process Flowcharts – [8-1-1.3.3](#)

[ForceAccount.xlsx](#) – Spreadsheet for project staff to record labor, equipment and materials – [8-25-1.3](#)

[ForceAccountCost.xlsx](#) – Spreadsheet for the contractor to compile force account information – [8-25-1.3](#)

[Inspection Guidelines for SW Region](#) – SWR Inspection Guidelines – [8-30-1.3](#)

Late Finals Reason Codes – Figure 10-1 – [8-75-10.3](#)

[Lawn Care Letter - Edgerton](#) – [8-50-15.3](#)

[Lawn Care Letter - La Crosse](#) – [8-50-15.3](#)

[Lawn Care Letter - Madison](#) – [8-50-15.3](#)

[Materials Reminders for 2017 - SW Region](#) – Current SWR Materials Reminders & Guidance – [8-45-1.3](#)

[NewSampleTAGS.xlsx](#) – Sample tags for Base Aggregate, Rebar, Concrete Aggregate, Cylinders – [8-45.5.4](#)

Notice to Proceed / Start Notice (no form, email CS) – [8-1-25.3](#)

[Pantry Files - SW Region](#) – Previous SW Region Pantry Reference sheet – [8-1-1.3.3](#)

[Post Award Notice Email Template - Edgerton](#) – [8-1-5.3](#)

[Post Award Notice Email Template - La Crosse](#) – [8-1-5.3](#)

[Post Award Notice Email Template - Madison](#) – [8-1-5.3](#)

[Precon Agenda Template for SW Region](#) – SWR Preconstruction Meeting Agenda Template – [8-1-10.3](#)

[Precon Attendance Template](#) – Preconstruction Meeting Attendance (sign-in) Template – [8-1-10.3](#)

[Precon Meeting Invitation Template - Edgerton](#) – [8-1-10.3](#)

[Precon Meeting Invitation Template - La Crosse](#) – [8-1-10.3](#)

[Precon Meeting Invitation Template - Madison](#) – [8-1-10.3](#)

[Precon Notice Request for La Crosse](#) – La Crosse (only) Request for Preconstruction Meeting Notice – [8-1-10.3](#)

[Precon Sign Template](#) – Preconstruction Meeting Sign Template – [8-1-10.3](#)

[QMP Non-Performance & Non-Conformance Tracking.xlsx](#) – Spreadsheet for QMP NP/NC – [8-45-5.4](#)

Reduction of Retainage before Semi-Final Estimate (no form, email CS) – [8-75-1.3](#)

[Routine Retainage Reduction Email Template](#) – Retainage Reduction at Substantially Complete (only) Email Template [8-75-1.3](#)

[Weekly Progress Meeting Agenda for SW Region](#) – SWR Weekly Meeting Agenda Template – [8-55-1.3](#)

[Weekly Progress Meeting Attendance Sheet](#) – Weekly Meeting Attendance (sign-in) Template – [8-55-1.3](#)

1.4 References

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3/14/2017

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